



**Governor's Traffic Safety Advisory Commission
Michigan Traffic Incident Management (TIM) Action Team
Meeting Minutes
February 4, 2015
9:30 AM
MDOT Horatio Earle Learning Center**

Attendance	
Name	Agency
Terry Adams	Adam's Towing
Karen Chadwick	Grand Rapids Police Department/APCO
Kim Comerford	Bloomfield Township Police Department
Tammy Guastella	Michigan Association of Medical Examiners
Charlotte Kilvington	Michigan State Police
Angie Kremer	Michigan Department of Transportation
Kim Lariviere	Michigan Department of Transportation
Richard Marinucci	Northville Township Fire Department
Tom Melville	Boone County Sheriff Department
Dawn Miller	Michigan Department of Transportation
Dave Morena	Federal Highway Administration
Lyn Nelson	Marquette Alger Co EMS Med Control Authority, MGH Police & Fire
Craig Shackelford	Bloomfield Township Police Department
Heidi Spangler	Michigan Department of Transportation

Agenda Item: TIM Action Team Meeting Conflict in 2015
Discussion:
<ul style="list-style-type: none"> Move date of August 5, 2015 meeting to July 29, 2015 at 9:30 AM due to schedule conflict.
Action:
Angie Kremer will move date of August 5, 2015 meeting to July 29, 2015 at 9:30 AM and send out new invite to team.

Agenda Item: FHWA Request: Obtain Percent of All State Responders Going to Scene and Percent of On Scene Responders that are Trained
Discussion:
<ul style="list-style-type: none"> Craig Shackelford has sent law enforcement numbers to Angie Kremer Lyn Nelson has collected EMS numbers for northern lower peninsula (region 7) Rich Marinucci will get fire numbers to Angie Kremer (approx. 30,000 firefighters in 1100 departments)
Action:
Team will continue collecting numbers.

Agenda Item: TIM Action Plan 2013-2016

Discussion:

- 2014 TIM Action Team accomplishments posted on Mi-TIME website.
- Link to report:
http://www.michigan.gov/documents/msp/Traffic_Incident_Management_Action_Plan_Final_Review_09272013_436345_7.pdf
- Promote and educate the use of high-visibility apparel for first responders:
 - ✓ Surveys are out and collecting policies to create toolbox
 - ✓ Angie Kremer will have co-op students work on survey of responder compliance
 - ✓ Promote use of bullet proof vest and high-visibility vest in Below 100 initiative aimed at reducing Line of Duty Death of law officers to below 100 annually
- Coordinate traffic incident response between all responders
 - ✓ Implemented plan for the Federal Highway Administration (FHWA) SHRP 2 TIM TtT Program/Mi-TIME: 3 Train-the-Trainer sessions to date (one more in 2015 to be scheduled); 128 instructors trained; 2 training coordinators: Gilbert Solis & Russ Nowiski; Michigan is only state to give training kits to trainers
 - ✓ As of February 4th, 802 first responders trained; goal of 1500 trained first responders could possibly be reached by mid-summer or fall 2015.
 - ✓ Tom Melville reports FHWA wants national master instructors to partner with state instructors to continue training once SHRP 2 TIM TtT/Mi-TIME program is completed.
 - ✓ MCOLES number needs to be entered by officers at trainings
 - ✓ Firefighters : Angie gave fire fighter name to ISM data system for training credits
- Conduct training in traffic incident management for all stakeholder groups
 - ✓ January Trainer of the Month: Trooper Darrow
 - ✓ Next instructor training to be scheduled spring or summer 2015; looking to recruit in under-represented areas
- Provide public education on safe, quick clearance and vehicle removal laws
 - ✓ Angie Kremer has a proposed research project that would initiate another phone survey to measure public awareness of Steer It, Clear It Law and assessment of 50% goal from previous value of 13%
 - ✓ Technical advisors: Karen Chadwick, Jim Flegel and Joel Ballor
 - ✓ Steer It, Clear It pamphlets are being distributed
 - ✓ AAA magazine published article on Steer It, Clear It
 - ✓ Captain Clear It is available for open houses
- New Action Plan to be developed for May 2015

Action:

Angie Kremer will have co-op students at MDOT check media articles for compliance with high visibility apparel requirements for all “workers” at traffic incidents. Angie to work with EMS for their approval of Mi-TIME training. Kim Comerford will include Steer It, Clear It message in media release bulletins and send example to Angie Kremer. Angie will give details regarding Steer It, Clear It message to Kim Comerford. Heidi Spangler will add Steer It, Clear It message to Traffic Safety bulletin. Team to take action on assigned activities and Angie will accept updates at next Action Team meeting. Team to consider changes to current Action Plan, assigned persons, completed activities.

Agenda Item: ITS World Congress Emergency Responder Day: Video
Discussion:
<ul style="list-style-type: none"> • Video is now on Mi-TIME website
Action:
N/A

Agenda Item: 2015 Traffic Safety Summit
Discussion:
<ul style="list-style-type: none"> • Added Wednesday afternoon breakout session to be led by Sgt. Jim Campbell, MSP Crash Reconstructionist, about I-94 mega crash that took place in Battle Creek /Kalamazoo January 9, 2015 • Information on pre-conference Mi-TIME training led by Angie Kremer not currently in packets for Traffic Safety Summit. Would like early notice sent out to summit attendees.
Action:
Charlotte Kilvington will contact Melody regarding early notice on pre-conference Mi-TIME training to be e-mailed to Summit attendees.

Agenda Item: Toward Zero Deaths (TZD)
Discussion:
<ul style="list-style-type: none"> • Viewed Toward Zero Deaths poster boards • Toward Zero Deaths (TZD) poster boards are available to any agency wanting to champion program
Action:
Angie Kremer will send out sign-up information for boards. Kim Comerford will request Kelly Marchon add this information to his community programs.

Agenda Item: On-Scene Responder Work Group for Post-Traumatic Stress
Discussion:
<ul style="list-style-type: none"> • Appendix for FHWA with section for each responder type
Action:
Angie Kremer will forward contact information for Craig Shackelford to Lyn Nelson.

Agenda Item: Traffic Reporters and Quick Clearance Time
Discussion:
<ul style="list-style-type: none"> • Invite traffic reporters to inform public about Steer It, Clear It • International Chief of Police TIM Sub-Committee is waiting for FHWA comments to video made for traffic reporters • The IACP - Safety Committee needs to approve video prior to release
Action:
Waiting for comments and approval.

Agenda Item: MDOT Traffic Safety Response to Wrong Way Drivers

Discussion:

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| <ul style="list-style-type: none">• Heidi Spangler presented safety improvements at freeway ramps<ul style="list-style-type: none">✓ Lowered height of “Wrong Way” sign to 4 foot bottom height✓ Reflective sheeting on sign posts✓ Wrong way arrows on pavement✓ Dashed tracking pavement markings✓ Installation of quick curb✓ Painted island✓ Two-sided delineation on ramp✓ Stop bars on exit ramp• Law enforcement can help MDOT identify common and /or confusing wrong way locations• Opportunities for law enforcement to identify on CLEMIS when calls reporting wrong way crashes are made to dispatch |
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Action:

N/A

<u>Future Meeting Dates</u>

Next meeting at MDOT Horatio Earle Learning Center on April 1st, 2015 from 9:30-11:30 AM.
